



# Department of General Services

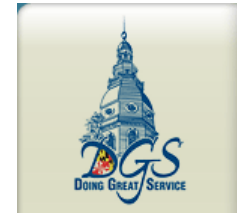
GovDeals Training  
April 25 -27, 2012

Prepared By Anthony Johnson  
Maryland Department of General Services

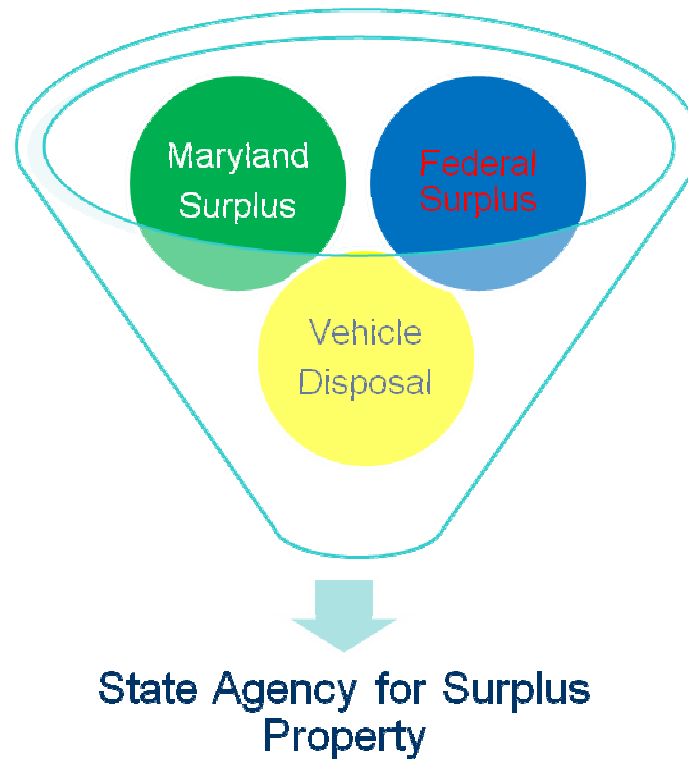


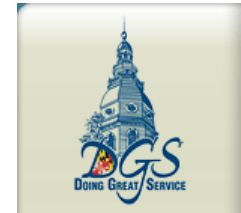
# Welcome

- Tony Johnson
- Sharron Edwards
- Jim Stuart



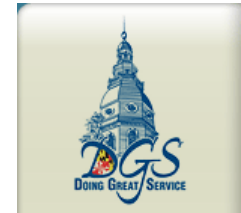
# Duties & Responsibilities





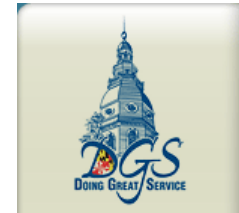
# Goals

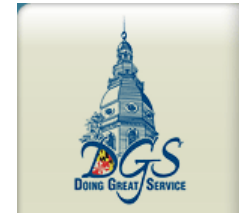
- Provide an overview and highlight some enhancements to the tool
- Ensure we are maximizing GovDeals as a resource and tool
- Focus on some areas and process improvements
- Get feedback from you



# Background

- GovDeals – Maryland took flight 2008
- Over 4,305 auctions have been sold
- Nearly 63,000 bids have been made
- Total Sales will surpass \$3 million in May 2012





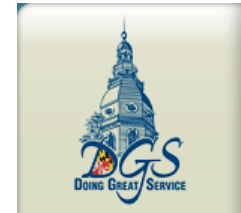
# Agenda

- GovDeals Site Usage – J. Stuart
- Opportunity – T. Johnson
- Routine Maintenance – S. Edwards
- Wrap-up/ Q & A – Johnson/Edwards/Stuart



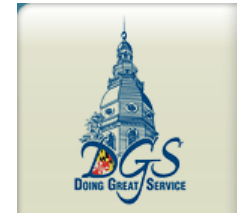
# Opportunity





# Opportunity

- Create more public awareness/access
  - Raise awareness through marketing and social media
  - Present Lots that individuals and families can afford
  - Close the “digital divide” with computers
  - Reduce Maryland’s “Carbon Footprint”



## Reuse Is Recycling

### Go Green...

Reusing this item instead of buying new is like saving the carbon equivalent of ...

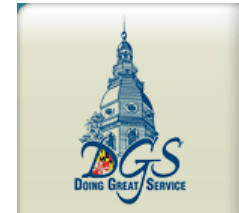
**4 gallons of gasoline used**





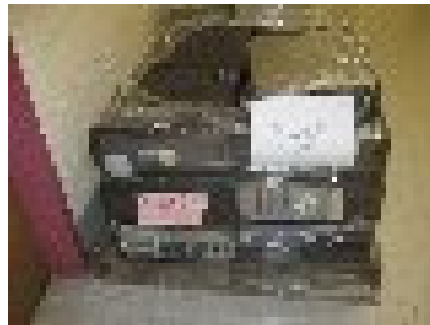
# Item Descriptions

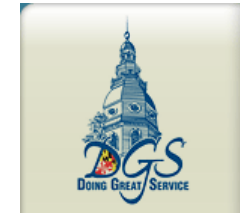
- Descriptions help motivate the bidder to action
- They can also be non-motivating due to lack of info, unknown condition, misleading, etc.
- They can also contribute to loss production and duplication of effort



## Computers

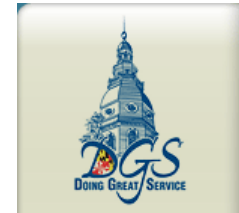
1 Lot consisting of 48 pieces Computer Equipment: (48) Desktop Computers. All items were working properly when removed from services. All Hard drives have been removed per Maryland State Law. All Sales are Final and Sold as Is.





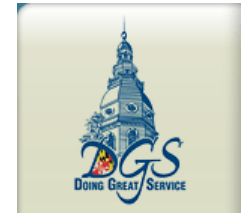
## TONER CARTRIDGES

1 Lot consisting of Office Equipment: (7) Cartridge DesignJet Black HP 51645A (8) Cartridge DesignJet Cyan HP 51644C (5) Cartridge DesignJet Magenta 51644M (8) Cartridge DesignJet Yellow 51644Y (10) Transfer Kit Laser Jet HP 4500/4550 (6) Transfer Kit Laser Jet HP 8500/8550 (8) Fuser Kit LaserJet HP 4500/4550 (7) Fuser Kit Laser Jet HP 8500/8550 (17) Cartridge LaserJet HP 4500/4550 BK (12) Cartridge LaserJet HP 8500/8550 CY (7) Cartridge LaserJet HP 8500/8550 BK (8) Drum Kit LaserJet HP 4500/4550 (13) Cartridge LaserJet HP 4500/4550 YL (13) Cartridge LaserJet HP 8500/8550 MA (15) Cartridge LaserJet 4MV (9) Drum Kit LaserJet HP 8500/8550 (21) Cartridge LaserJet 4500/4550 CY (15) Cartridge LaserJet 4500/4550 MA (4) Cartridge LaserJet 8500/8550 YL (3) Cartridge DesignJet 1055CM Plus BK (2) Cartridge DesignJet 1055 CM CY (2) Cartridge DesignJet 1055 CM MA (4) Cartridge DesignJet 1055 CM YL



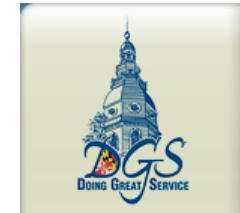
## Computer Equipment

Lot of Various Computer Equipment consisting of: (7) GATEWAY 500s Computers, (5) GATEWAY E2100 Computers, (1) GATEWAY 2101 Computer, (9) GATEWAY E2100C Computers, (1) GATEWAY E2000 Computer, (1) GATEWAY 500SE Computer, (1) TOSHIBA Tecra8000 Laptop Computer, (1) Toshiba 740CDT Laptop Computer, (1) AOC 2219S-1 19" LCD Monitor, (1) IOMEGA Zip Drive, (1) HP 6300C Flatbed Scanner, (1) HP 5500CXI Flatbed Scanner, (2) TOSHIBA Laptop Floppy Drives, (1) APC BE350U UPS, and (1) TRIPPLITE BC PRO 1400 UPS..



# Item Photos

- Perhaps the single most important factor in whether a bidder takes action
- Brings the item to life
- Validates the item description

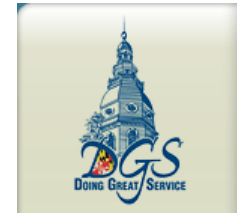


## **Laptops, CPU's, Printers and Monitors**

1 Lot of 26 Various Computer equipment consists of (3) TOSHIBA 6103 Laptop Computer, (1) TOSHIBA Tecra M2 Laptop Computer, (2) TOSHIBA PTM20U Laptop Computer, (1) TOSHIBA PSA70U-0DX00F Laptop Computer, (2) TOSHIBA PSA40U Laptop Computers, (1) TOSHIBA 8100CDT Laptop Computer, (1) GATEWAY DX2-40 Laptop Computer, (1) TOSHIBA Satellite PRO 6100 Laptop Computer, (6) GATEWAY 500s Computers, (1) CANON DR-5080C OCR Scanner, (1) COMPAQ Desk pro EP P3-650 Computer, (1) GATEWAY VX930 Monitor, (1) VIEWSONIC E771 Monitor, (1) GATEWAY VX730 Monitor, (1) GATEWAY E4600XL Computer, , (1) HP Office Jet 7110 Printer, and (1) PCR Systems Computer.

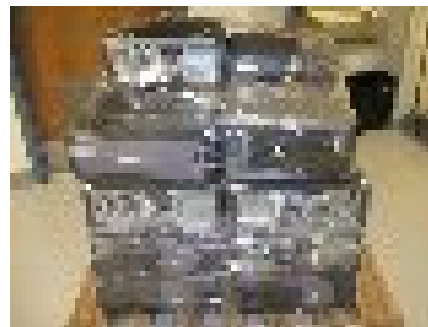


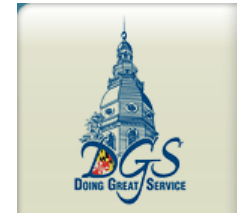




## Computers

1 Lot consisting of 148 pieces of Computer Equipment: (148) Mostly Dell Computers. All were working properly when remove from services. All Hard drives have been removed per Maryland State Law.

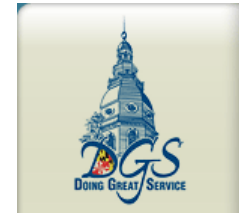




### **Assorted Dell Desktops/Dell Laptops/Misc**

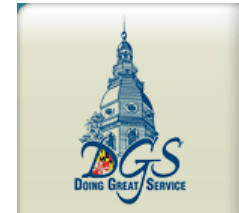
1 Lot of TWO PALLETS OF VARIOUS COMPUTER EQUIPMENT: (13) Dell Desktops GX620, (4) Dell Desktops GX280, (1) Dell Desktop GX260, (3) Dell Desktops GX270, (18) Dell Desktops GX745, (1) Dell Desktop GX760, (1) Dell Desktop GX755, (1) Dell Laptop D505, (3) Dell Laptops D620, (1) Dell Laptop D630, (1) Dell Monitor M993, (27) Dell Monitors 1707FP, (4) Dell Monitors 1706FPV, (1) Dell Monitor 2208WFP, (1) Dell Monitor (model unknown), (1) HP Printer DJ950C, (1) HP DJ890, (1) Lexmark Printer 342N, (1) HP LJ1100, (1) IBM Server Netfinity5000, (2) Switches Cisco3524, (1) APC Power Supply UPS1000.





# Like Items

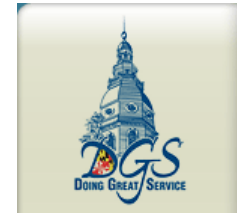
- When like items are grouped in a Lot, more bidders participate.
- Less bidders = lower price
- We encourage Computers, Monitors, Peripherals, Furniture; Equipment; Tools
- Allow items of size & value to stand alone



## Rotary Numberer, Whirlpool and Tables

1 Lot consisting of 5 pieces of Office Equipment:(1) Rotary Numberer, (1)Whirlpool and (3) Tables.

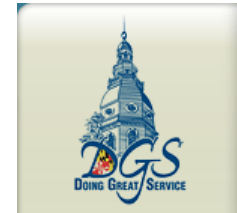




## Computers, Laptops and Zip Drive

**1 Lot consisting of 31 pieces of Office Equipment: (4) Dell Laptops (4 Fair), (1) Gateway Laptop (Fair), (22) Dell Computers (6 Fair, 16 Poor), (1) Gateway Computer (Fair), (2) IBM Computers (2 Poor), (1) Zip 250 (Fair).**





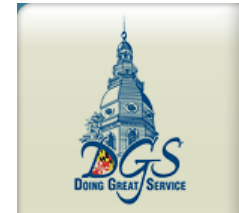
## Construction Equipment

1 Lot consisting of (1)Earth Drill-Eager Beaver, (1) Walk Behind Rotary Mower, (1) Compactor Vibrator, (1) Landa Pressure Washer, (1) Dayton Welder, (1) Mobile Crane-Blackhawk, (1) Sensation Lawnmower, (2) Floor Jacks, (1) Portable Tamper, (1) Two Man Air Pump system, (1) Truck Wheel Balancer. All were working properly when taken out of services. All items listed are in Poor Condition also. All Sales are Final and Sold as Is



# Lot Size

- There are +’s & -’s to larger lots
  - Reduced # of bidders = lower price
  - More difficulty loading and shipping
  - Move more out faster
  - Less paperwork

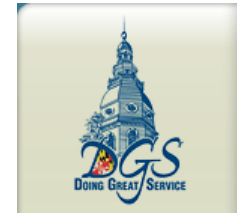


## Laptop

1 Lot consisting of 1 piece of Office Equipment: (1) Gateway Laptop model DS400X(SD4). This Laptop is in fair condition and the hard drive has been removed per Maryland State Law. All Sales are Final and Sold as Is.

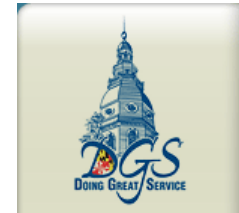
**NOTE: GREAT BUY FOR A STUDENT!!!**





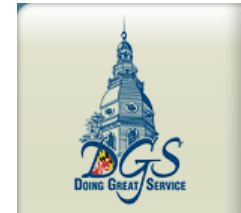
## Dell Laptops

2- Dell Latitude D800; 1-Dell Latitude D820; 1- Dell Latitude D610; 1- Dell Latitude 2100; 1 Dell Precision M70; 2-Dell Docking Stations.



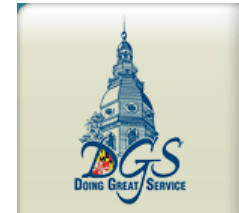
# We Understand

- Multi-Tasking/ Multiple Priorities
- Buyers think this is all you do
- The GovDeals operator isn't necessarily the custodian of the items
- Bidders sometimes don't want all items
- Boss said to make space
- It takes time to complete



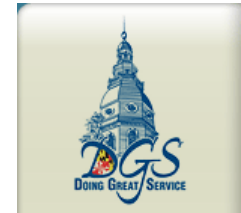
# You Make A Difference

- “If it’s worth doing...it’s worth doing right”
- From excess declaration to pickup....it’s the arms, legs & minds of Maryland State Employee’s that make GovDeals Go.
- DGS appreciates your efforts
- When we Reuse...We Recycle



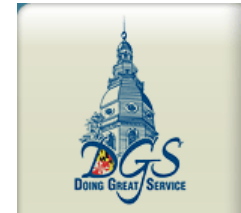
# Coverage/Backup

- Buyers sometimes need to inspect, pick-up, coordinate, change dates/time.
- We are a service agency D.G.S., and back-up coverage is essential.
- Train at least one additional person on GovDeals and pickup process



# Routine Maintenance

- Bidders must take possession of all items won
- State of Maryland assumes no responsibility for packing, loading & shipping
- Direct all communication about price & payments to DGS



# Routine Maintenance

- Send an email to Sharron with a copy to Kathy Wilson once the buyer picks up
- Post items to GovDeals ASAP after determination and issuance of EPD decision by ISSSD.
- Channel all discussion about any issue, except pickup to DGS



# Tony's Top 5 Priorities

- See Your Surplus/Excess property from the eyes of the bidder
- Always provide a minimum of 3 photos
- Look for better ways to stage your excess
- Empower your accountable officers
- Set-up a process for back-up coverage